



Summer Employment Funding Program - 2009

The Berea College Labor Program provides a unique opportunity for students to earn summer wages while exploring academic and career interests and contributing to the work of community organizations. We'd like to partner with you to provide a summer placement for a Berea College student.

As part of this arrangement, you would agree to:

- Provide a meaningful work experience in a safe work environment;
- Provide appropriate orientation, ongoing supervision, and professional support;
- Maintain payroll records and submit a record of hours worked so that we can compensate the student;
- Submit a performance evaluation at the close of the employment period.

The student may work up to 40 hours per week for up to 12 weeks as agreed upon by all parties. The College will process the payroll (every 2-3 weeks) and compensate the student in accordance with the hours you submit. Students may opt to receive internship credit for their work experience, in which case, the academic program may have additional requirements.

Students normally receive a wage of \$7.25 per hour, and we request wage-sharing with the employer whenever possible. In those cases, the College will pay the student directly for all wages earned, then calculate the contribution and bill the agency on a monthly basis for the agreed upon portion (e.g., agency share is \$2.00/hr x 40 hours worked x 4 weeks = \$320 agency responsibility for the month). *The student may not receive direct payment from both the College and agency for the same experience, though in-kind compensation may be permitted (e.g., room and board, travel allowance, etc.)*

If you have further questions about this program, please feel free to contact me directly. Once a student has identified a summer placement, he or she will apply for funding. If approved, we will prepare an agency agreement and provide other materials that will assist during the student's placement. Our students bring tremendous academic and work experience to the table, and we hope you are able to benefit from this program during the summer of 2009.

Darlene Stocker
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